



FACULTY NEWSLETTER



From the
Dean of Academic Services
and the
Dean of Technical/Occupational Services

March 15, 1993

Vol. 3, No. 8



Since the publication of the February issue of the Faculty Newsletter, the self-study committees have been quite busy.

Mary Ann Pearson, Director of the Self-Study, has completed and has distributed the official Self-Study Manual.

The survey on the changes in the institutional Statement of Purpose has been completed and the results have been tabulated. All of the recommended changes were approved.

The revised Statement of Purpose now has to be approved by the President and the Administrative Staff and by the Chancellor and the Alabama State Board of Education.

The main work of the Steering Committee these days is the development of the survey that will be conducted as a principle part of the self-study. All the self-study committees will have survey questions dealing with the "must" and "should" statements in their sections of the Criteria.

Thus far, the Committee on Institutional Purpose and the Committee on Educational Support Services have submitted survey items for Steering Committee approval.

Jim Purcell is working with the Steering Committee and with the various Criteria committees in creating effective survey questions

and an effective survey instrument.

The survey will distributed to the faculty, staff, students, and members of the community in April.

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"Fear not those who argue but those who dodge."

Marie Ebner-Eschenbach

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SPRING ENROLLMENT



As of February 25th, 5,277 students had enrolled for classes at Shelton State during the 1993 Spring semester. This is an increase of 226 students over the Fall semester enrollment at the same point in that term.

The registration campus of 3,744 of these students was the Skyland Campus. The Fifteenth Street Campus was the registration campus of 1,168 of the students. Other students registered at Centreville, at Eutaw, at Caracas and at the Fire College.

3,091 of the students are part-time students; 2,186 are full-time.

As of February 25th, the Spring semester enrollment has generated 47,972 credit hours.

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PLEASE ENFORCE

THE RULE AGAINST FOOD AND DRINK IN THE CLASSROOMS



It has been observed lately that the policy stipulating that students not eat or drink in the classrooms is not being followed as it should be. It is imperative that all faculty, full-time and part-time, enforce this regulation.



!! UPDATE !!

EMPLOYEE SCHOLARSHIP PROGRAM



Full-time employees of Shelton State may participate in a tuition scholarship program in which tuition costs are waived. Employees with a minimum of one year of service may receive a waiver of one-third of tuition. With two years of service, the employee may receive a waiver of two-thirds tuition, and those who have been employed with the college three years or longer may receive a full-tuition waiver.

NEW guidelines affecting the Employee Tuition Scholarship Program are as follows:

1. to remain eligible for the tuition scholarship the employee must maintain a "C" average in courses covered under the waiver;
2. employees are allowed to audit one course per semester under the waiver plan;
3. tuition cost may not be waived for any courses that are repeated. This includes repeating a course to try to receive a better grade or for withdrawing from a class. Classes may not under any circumstance be repeated with the tuition scholarship;
4. it is the employee's responsibility to submit a copy of his/her grade transcript to the President's Office at the completion of each semester. This is required before registration will be approved for a subsequent term. All transcripts should be sent to the attention of Dr. Tom Umphrey.

The Employee Scholarship Application will be revised to take these changes into account.

(From Staff Stuff, V. 3, n. 2)

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NEW EMPLOYEE

Cindy Harrell has joined the Shelton State staff. She will provide secretarial support for Frances Mauldin, Ann Capel and June Hogue.

Ms. Harrell is married. She and her husband Randy have three children, Cammie (12), Rindy Jo (7) and Rowdy (2).

Welcome to Shelton State, Cindy.

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"The trouble with the rat race is that even if you win, you're still a rat."

Lily Tomlin

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BIBLIO NEWS

Librarian-Instructor Partnership

A recent Innovation Abstracts gave some good suggestions for helping students succeed through a partnership between librarians and instructors. One of the most important suggestions in the articles is for faculty to visit the library. This will help faculty know what kinds of information assignments can be successfully completed with the library's current resources, and it also will help the librarians know where the weak spots are. The library faculty regularly provide library/research skills sessions in literature, speech, and nursing classes.

Library Automation System Update

The library has received bids for its proposed automation system from Dynix, GEAC, and SIRSI. The bids are being evaluation and a selection should be made soon. A few of the



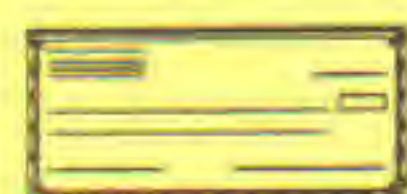
Biblio News (continued)

features that will be included, regardless of the vendor, are: the capacity for connections between campuses; electronic dictionary; bibliography printouts in a variety of formats; electronic mail; and the use of an ADA workstation with voice synthesis and character enlargement.

When the vendor is selected the entire project still must be approved "in Montgomery: by the Data Services Management Division and the Department of Postsecondary Education.

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SHELTON PAYROLL GROWING



Rick Rogers, Assistant to the President and Director of Personnel, reports that during 1992-93, Shelton State had 604 individuals on its payroll. This figure includes all full-time, part-time, hourly and student employees.

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**SUGGESTION BOX
RETURNS**

At long last, the Suggestion Box for the Academic Services Division has been put back in place. It is located outside the office of the Dean of Academic Services.

The Suggestion Box is one means of communication between the faculty and administration. It also serves the same function for our students.

All suggestions and recommendations found in the Suggestion Box will be addressed.

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**CHEMISTRY CLUB
MAKES MAGIC**

Andrea Wallace and students in the Shelton State Chemistry Club have been making "chemistry magic"



presentations this year to elementary schools in our service area.

Each of these shows are presented by two or more chemistry club members and are supervised by Dr. Wallace.

So far twenty-six (26) shows at eleven (11) different elementary schools have been held or are scheduled. And the list is growing.

The chemistry magic shows are both exciting and educational and make science interesting for both the chemistry club members and the elementary students.



Congratulations to Dr. Wallace and the Chemistry Club for their success in this activity. Great Job!

Thanks for going these extra miles to promote our college and its program.

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**TRAVEL AND TOURISM
PROGRAM BEING DEVELOPED**



Under the direction of Bruce Bizzoco, Associate Dean of Academic Services, Shelton State is developing a new program in travel and tourism. Vice President Ted Spring has been most interested in having Shelton initiate this curriculum, which was one of the most dynamic at his former institution, Herkimer County Community College.

On February 27th, Helen Pannes, Assistant Professor of Travel and Tourism at Herkimer County Community College, conducted a workshop here at Shelton State on the Herkimer travel and tourism program. Based

Travel and Tourism (continued)

on the information provided in that workshop, a travel and tourism program does appear to be quite viable for our area.

The Department of Postsecondary Education already has approved Shelton State to offer a one-year certificate in travel and tourism.

We will keep you informed as this exciting new venture progresses.

PHI THETA KAPPA
RECEIVES FIVE STARS



Shelton State's chapter of Phi Theta Kappa (PTK) received very special honor and commendation during the PTK regional convention held at the Madison Hotel in Montgomery, Alabama, February 19-21. The Shelton State PTK group was awarded the distinction of being named a "Five-Star Chapter."

This designation recognizes the Shelton PTK for its successful attainment of goals and criteria contained in the PTK Society's chapter development program. A Five-Star PTK chapter has achieved the highest possible level of chapter development in the Society.

In addition to the regional recognition, the Shelton State PTK will also receive international recognition. The Shelton State PTK achievement will be cited in the 1993 International Awards Program. A special publication honoring the Shelton State PTK chapter will be distributed to more than 2,500 chapter representative attending the Annual International Convention in Dallas, Texas, April 15-17, 1993.

Congratulations to the Shelton State's Phi Theta Kappa members and to Linda Grote and Brenda Ryan who serve as their faculty sponsors.

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"You will do foolish things, but do them with enthusiasm."

Colette

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SOUTHERN VOICES
LITERARY CONFERENCE


Sully Cochrane, Sharon Deck, Joyce Jolly, and Brenda Ryan attended the Southern Voices Literary Conference, Saturday, February 6, at the Hoover Public Library. The conference featured several writers from the South, including Vickie Covington and Elizabeth Dewberry Vaughn from Alabama.

Dr. Jolly and Ms. Deck also were in attendance on Friday night when former First Lady Rosalynn Carter delivered the keynote address.

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FROM THE SUGGESTION BOX

Carole Johnson has suggested that we put small bulletin boards "inside" every classroom. This would allow instructors "to post such things as extra-credit assignments, study sheets, etc." and would "save paper and [copying] costs while communicating the same amount of knowledge.

Bruce Bizzoco, Associate Dean of Academic Services, has been asked to follow up on this good idea.



THANKS, CAROLE
FOR YOUR
CONTRIBUTION.